

The Department of Health uses a “paperless” application process for Licensed Medical Professionals and Unlicensed Professionals to apply for a Health Commerce System (HCS) account.

- Entirely electronic and does not require signatures and a notary.
- A NYS DMV Driver’s License or a NYS DMV Non-driver Photo ID is necessary to apply.
- Upon completion of the application, immediate access to the HCS.
- A User account request should be completed by a HCS Coordinator for unlicensed professionals.

If you are a Licensed Medical Professional, click here: [Apply](#) for an HCS Medical Professions account

- If you need help, click here to access the HCS [Quick Reference Guide](#)

If you are an Unlicensed Professional, please contact your coordinator. This is a two-step process.

1. The unlicensed professional must register for a HCS user account through the NYS Department of Health.
 - Click here to register: <https://apps.health.ny.gov/pub/usertop.html>
 - Guide: https://apps.health.ny.gov/pub/ctrldocs/paperless_edoc2.pdf
2. The HCS Coordinator must enroll (activate) your account on the HCS.
 - Click here for the steps to enroll: Step B of the [Quick Reference Guide](#)

Please Note: The “paperless” application process is not an option if a HCS account request is already in process. If attempted, you will receive an error message and may not proceed.

If you DO NOT have a NYS DMV Driver’s License or NYS DMV Non-driver Photo ID, you can still apply using the existing process which requires signatures and a notary. See instructions below.

- [Instructions on how to obtain an HCS account for licensed professionals](#)
- [Instructions on how to obtain an HCS account for unlicensed professionals](#)